

IMPORTANT NOTICE

CBP Officer Fitness Testing Fact Sheet

This is to inform you of the U.S. Customs and Border Protection preemployment fitness testing requirement for all applicants who are receiving a conditional offer of employment for a Customs and Border Protection (CBP) Officer position.

This package contains detailed information about the fitness testing procedures and how to prepare for the tests. **All conditional selectees must take and pass 3 fitness tests in order to continue with the hiring process.** The following are some key points about the testing.

Physical Demands of the CBP Officer Position

The CBP Officer position and associated training programs are physically demanding. Requirements include a wide variety of physically challenging tasks including: heavy lifting and carrying; extended periods of kneeling; pursuing and apprehending suspects; assuming awkward body positions in confined spaces; crawling; standing and walking for long periods of time; climbing ladders, stairs and/or scaffolds and jumping from heights of 4 to 5 feet. Administration of the preemployment fitness tests ensures that all new entrants to the CBP Officer occupation are able to meet the physical demands of the position.

When and where will I take the fitness tests?

- Fitness tests will be administered at the same time and location as your medical examination. While they occur immediately after the medical exam, the fitness tests are not medical tests. They are a separate and distinct preemployment requirement.

What are the tests?

- Three fitness tests will be administered:
 - Kneel/Stand Test
 - Lift/Lower Test (50 pounds)
 - 5 Minute Cardiovascular Endurance Step Test

Detailed information on test requirements including the standards for passing and photographic illustrations of the tests appear later in this packet.

What do I need to bring for the tests?

- When you arrive for your medical examination you should dress in or bring clothing suitable for fitness testing including:
 - gym shorts/sweat pants and T-shirt
 - athletic shoes which provide good support and sweat socks
 - athletic support garments (including braces or supports routinely worn while working (e.g., back brace).
 - water (optional)

What if I have a medical condition that may affect completion of the fitness testing?

- You need to bring all pertinent medical information from your treating physician to the CBP medical examination. The examining physician will determine whether it is safe for you to proceed to the fitness testing.

What will happen if I am unable to pass the tests?

- Failure on any one of the tests means that you will not be hired for the CBP Officer position. If you fail any of the 3 fitness tests, your conditional offer of employment will be withdrawn. No retesting is allowed under CBP policy for candidates who fail any one of the tests. However, individuals who fail, and subsequently improve their level of physical fitness, may reapply for CBP Officer positions under future vacancy announcements.

How can I prepare for the fitness tests to increase my chances of passing?

- The underlying physical components being measured by the fitness tests are: the ability to move quickly with balance; upper and lower body strength; the ability to lift repetitively; aerobic capacity and endurance based on weight bearing activities. If you are currently out of shape and are not regularly exercising, you may want to consult with your health care provider regarding a progressive exercise program. Your training regimen should include aerobic weight bearing activities such as stepping, walking, jogging, and running as well as flexibility and weight lifting activities. To reduce the risk of neuromuscular injuries, it is important to start slowly with walking and stretching activities and progress gradually to more strenuous activities.
 - To prepare for the test battery, you can also consider practicing the tests themselves on a gradual and progressive basis until you are able to complete them as required. For example, rehearse standing from both knees then alternately kneeling on a single knee and standing. Lift and lower a manageable weight, starting very light and progressing gradually by increasing the weight over time. Walk daily — gradually increasing the distance. Start taking the stairs instead of the elevator. After a few weeks, take the steps two at a time when climbing.
 - Reduce the risk of injuries by not doing too much too soon. Follow these guidelines:
 - drink water prior to, during and after exercise to stay adequately hydrated
 - maintain consistency in your physical fitness program — it is the key to success
 - get adequate rest and sleep to allow your body to recover between training bouts
 - Trained professionals at local schools, YMCA's, health clubs and park facilities will be able to give you additional suggestions and guidance. Additionally, there are many excellent books on prudent exercise programs.
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U.S. Customs and Border Protection

CBP Officer Fitness Testing Instructions

General Information

Because passing these tests is a requirement for employment, you should study the instructions below carefully and physically condition yourself to ensure that you will perform well on these tests. Do not engage in heavy physical exercise 48 hours prior to fitness testing. Additionally refrain from smoking or drinking caffeine the morning of testing. Your meals prior to testing should include foods that are easily digested. Do not eat a large meal within two (2) hours of testing.

The tests are administered in the following order and format: 1) Kneel/Stand Test, 2) Lift/Lower Test, and 3) Step Test. Untimed practice is provided before each timed test. A rest period of three (3) minutes is provided between each test. Each test must be completed successfully to progress to the next test.

Kneel/Stand Test

The Kneel/Stand Test consists of 10 changes of position, an extended period (2 minutes) of upright kneeling, followed by the final position change. The test is administered as one continuous test, with two parts, which are timed separately. The initial 10 changes must be completed within 25 seconds, and are immediately followed by two minutes of kneeling and then coming to a full standing position. Both parts of the test require the maintenance of upright postures with minimal posture deviations especially during change of positions. Throughout the test you will be required to hold both arms extended in front of you as if holding a firearm. An audiotape will provide verbal cues during this test so you do not have to memorize the sequence of position changes.

Lift/Lower Test

The Lift/Lower Test is a timed test which requires the completion of eight (8) lift/lower cycles within sixty-(60) seconds. A lift/lower cycle consists of lifting a 50-pound crate from the floor to a 30-inch high table, releasing the grip, re-gripping, and lowering the crate back to the floor. A full cycle is counted when the crate has been returned to the floor. While speed is a requirement, good lifting posture and careful handling of the crate (as if it were someone's belongings) must be used.

Step Test

The Step Test is a timed test, requiring you to step up and down on a twelve (12) inch high step at a rate of twenty-eight (28) steps per minute for a total time of five (5) minutes duration. An audiotape, containing a constant beat and verbal cues, is used to maintain the cadence. The audiotape also contains special instructions to switch your lead leg every minute to avoid local muscle fatigue.

Instructions for the Kneel/Stand Test

- Assume a prone position lying on your stomach on the floor with your arms directly alongside your body with the palms up. Come to an upright kneeling position on both knees. Thighs and upper body are to be vertical so that there is no leaning or sitting back on heels. (Figure 1-3)
- Grip your dominant hand with your non-dominant hand (as if firing a semi-automatic pistol). Extend both arms in front of you horizontally with the elbows fully extended and locked. Elevate arms to eye level. Point the index finger of the dominant hand, as a gun barrel, at the mid-chest of the examiner. Keep both thumbs down. Your arms will remain in this position throughout the test. (Figure 4)
- Assume an upright standing position. (Figure 5)
- Assume a right knee kneeling (half-kneeling) position. (Figure 6)
- Assume an upright standing position. (Figure 7)



Fig 1



Fig 2



Fig 3



Fig 4



Fig 5

- Assume a left knee kneeling (half-kneeling) position. (Figure 8)
- Assume an upright standing position. (Figure 9)
- Assume a full-kneeling position (either leg may initiate movement). (Figure 10)



Fig 6



Fig 7



Fig 8



Fig 9

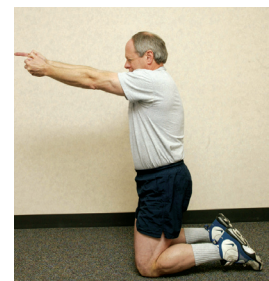


Fig 10

- Assume an upright standing position. (Figure 11)
- Assume a full-kneeling position again (either leg may initiate movement). (Figure 12)
- Hold the upright kneeling position on both knees for 2 (two) minutes. (Figure 12)
- Keeping both arms in front of you horizontally with the elbows fully extended and locked. Assume an upright standing position. (Figure 13) When told to do so relax the arms. (Figure 14)



Fig 11



Fig 12



Fig 13



Fig 14

Instructions for the Lift/Lower Test

Guidelines for Good Lifting Posture

- 1) Place your feet slightly to the outside areas of the crate so that you can keep the crate as close to your body as possible. (Figure 1)
- 2) “Fix” your back in a relatively straight posture and maintain it throughout the lift/lower cycles. (Figure 2)
- 3) **Look up** (using the muscles of the neck and spine) during the lift/lower process to further stabilize your spine. (Figure 3)
- 4) Lift and lower using your leg muscles to extend (straighten) and flex (bend) your knees. (Figure 4)
- 5) Move your feet when turning to position the crate on the table. Avoid twisting your spine. (Figure 5)



Fig 1



Fig 2



Fig 3



Fig 4



Fig 5



Fig 6

Practice Lift /Lower Maneuver

- When instructed to do so, follow the guidelines for good posture (above) and **briefly** lift the crate off the floor to a height of no more than four (4) inches and hold it momentarily. This is to get you accustomed to the weight. (Figure 1-3)
- Upon command perform one (1) trial lift of the fifty- (50) pound weighted crate from the floor to the table. Use your arms (shoulders and elbows — and not spinal movement) to complete the lift. Place the crate on the table. Release your grip, but don't move your hands away from the crate. (Figure 4 and 5)
- Regrasp the crate and lower it to the floor. (Figure 6-10)



Fig 1



Fig 2



Fig 3



Fig 4



Fig 5



Fig 6



Fig 7



Fig 8



Fig 9



Fig 10

Timed Test

- Upon command, using the technique practiced, lift and lower the crate
- Count your repetitions out loud each time you complete a lift/lower cycle, that is moving the crate from the floor to table and back to the floor.
- Continue lifting and lowering the crate until you have completed 8 lift/lower cycles within 60 seconds or time runs out.

Instructions For The Step Test

Practice Stepping to Cadence

- Stand in front of the bench. You will be allowed a practice trial of stepping on and off the bench (up, up, down, down) in cadence with the audiotape. (Figures 1-5)



Fig 1



Fig 2



Fig 3



Fig 4



Fig 5

Timed Step Test

- There will be a 20 second pause after the practice stepping after which time instructions on the audio tape will direct you to start the timed step test.
- Step up with the lead foot. (Figure 1)
- Step up with the other foot. (Figure 2)
- Step down with the lead foot. (Figure 3)
- Step down with the other foot (Figure 4)
- Step to the cadence and follow the instructions to switch the lead foot at the end of each minute.
- Continue stepping for 5 minutes. Stop only when instructed to do so on the audiotape.



Fig 1



Fig 2



Fig 3



Fig 4

